

04-139 Secretary of State

In fulfilling its mission, the Department of State serves as official keeper of the Great Seal of the State of Louisiana and chief election officer of the state. The Secretary of State prepares and certifies ballots for all elections, promulgates all election returns, and administers the election laws, except those relating to voter registration and custody of voting machines. The Secretary of State countersigns and keeps an official registry of all commissions. Additionally, the Secretary of State is responsible for administering the state's corporation and trademark laws, as well as providing and storing the official archives of the state; administering and preserving the official archives of the state; and promulgating and publishing all laws enacted by the legislature and retaining the originals. The Secretary of State administers the First Stop Shop program which gives current and potential business owners a single place to go for all the necessary licensing information to operate within the state. The Secretary of State is also responsible for the operation of several state museums including the Louisiana State Exhibit Museum in Shreveport, the Baton Rouge Old Arsenal Powder Magazine, the Louisiana Cotton Museum in Lake Providence, the Edward Douglass White Historical Site in Thibodaux, the Caddo-Pine Island Oil Museum and in Baton Rouge, and the Old State Capitol, which serves as the Center for Political and Governmental History in Louisiana. The goals of the Department of State are:

1. Provide leadership and support services to the Department of State and assist each section supervisor in reaching their established program goals.
2. Maintain the best overall election system in the United States while making essential information on Louisiana's electoral process available to the public in a timely and comprehensive manner.
3. To increase governmental and historical document collections and preservation in order to provide the public those governmental and historical records which document the history of Louisiana.
4. Provide a more effective interpretation and presentation conveying the multifaceted elements of our state's history, industry, culture and archaeology through the provision of a comprehensive system of thematic museums that enhances the public's understanding of the influence politics, petroleum, cotton, the military, and other factors have had on the state's development.
5. Maximize the efficiency of document processing and the provision of information services to the public; as well as ensure the compliance with the laws governing the programs of the division at the lowest possible cost to the taxpayers.

The Department of State is a constitutional entity headed by the Secretary of State. The Department of State has five programs: Administrative, Elections, Archives and Records, Museums/Other Operations and Commercial.

BUDGET SUMMARY

	ACTUAL 1998-1999	ACT 10 1999- 2000	EXISTING 1999- 2000	CONTINUATION 2000 - 2001	RECOMMENDED 2000 - 2001	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$2,699,401	\$4,010,667	\$4,486,853	\$3,445,396	\$2,956,352	(\$1,530,501)
STATE GENERAL FUND BY:						
Interagency Transfers	326,757	271,005	271,005	216,941	231,941	(39,064)
Fees & Self-gen. Revenues	7,030,044	8,658,422	8,658,422	8,844,642	8,581,717	(76,705)
Statutory Dedications	0	0	31,333	31,333	131,333	100,000
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0
TOTAL MEANS OF FINANCING	\$10,056,202	\$12,940,094	\$13,447,613	\$12,538,312	\$11,901,343	(\$1,546,270)
EXPENDITURES & REQUEST:						
Administrative	\$2,693,417	\$3,088,857	\$3,088,857	\$3,131,095	\$3,018,192	(\$70,665)
Elections	1,847,755	3,239,559	3,715,745	2,524,005	2,271,034	(1,444,711)
Archives and Records	2,223,058	2,654,886	2,654,886	2,694,290	2,448,995	(205,891)
Museum and Other Operations	1,108,763	1,390,255	1,421,588	1,571,871	1,649,248	227,660
Commercial	2,183,209	2,566,537	2,566,537	2,617,051	2,513,874	(52,663)
TOTAL EXPENDITURES AND REQUEST	\$10,056,202	\$12,940,094	\$13,447,613	\$12,538,312	\$11,901,343	(\$1,546,270)
AUTHORIZED FULL-TIME EQUIVALENTS: Classified	169	173	173	173	169	(4)
Unclassified	12	12	12	12	12	0
TOTAL	181	185	185	185	181	(4)

A supplementary recommendation of \$1,649,248, of which \$1,451,491 is State General Fund, is included in the Total Recommended amounts for this Department. This item is contingent upon Revenue Sources in excess of the Official Revenue Estimating Conference Forecast subject to Legislative approval and recognition by the Revenue Estimating Conference.

This agency's recommended appropriation does not include any funds for short-term debt. In addition to the above recommended appropriation, \$1,038,630 will be paid in Fiscal Year 2000-2001 for long-term debt incurred on behalf of this agency from the previous sale of bonds. Total long-term debt service payments for the state for Fiscal Year 2000-2001 are reflected in the Governor's Executive Budget Supporting Document in Non-Appropriated Requirements, Schedule 22-922.

This agency's recommended appropriation also includes the following amount by means of financing for payments on the unfunded accrued liability of the Louisiana State Employees' Retirement System in accordance with the provisions of Article X, Section 29 of the Constitution of Louisiana:

State General Fund by:	
State General Fund	\$ 93,238
Intergency Transfers	7,174
Fees and Self-gen. Revenues	269,505
Total	\$ 369,917